

EXEMPT (Y/N):	No	JOB CODE:	CSC
DEPARTMENT:	Road	CLASSIFICATION:	411
SUPERVISOR:	District Supervisor	SALARY RANGE:	24
UNION (Y/N):	Yes	LOCAL:	AFSCME 697

GENERAL STATEMENT OF DUTIES: Lead, prioritize and participate in district road maintenance operations of a limited variety and complexity. Operate a variety of road maintenance equipment. Perform related work as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Lead, prioritize and participate in shop work to the extent of coordinating, scheduling, assigning and reviewing work, providing input on performance and providing training.

Participate in various maintenance, repair and construction tasks such as culvert installation, pavement surface maintenance (oiling and paving), and total road and bridge rebuilding.

Review work assignments, determine methods, equipment, materials and staffing needs in coordination with the District Supervisor. Prioritize and schedule projects. Select appropriate equipment and materials to complete work according to specifications, verbal instructions and established procedures.

Prepare reports regarding district activities and coordinate personnel and equipment needs with the District Supervisor and others within the department.

Attend meetings and seminars as requested or directed. Coordinate projects with various utilities and governmental agencies.

Follow all safety rules and procedures established for work areas. Model, monitor and ensure compliance to safety rules and procedures by work crews. Comply with all County policies and procedures.

SUPERVISORY RESPONSIBILITIES: Lead 2-10 road worker positions to the extent of organizing, assigning, training and reviewing work. Carry out responsibilities in accordance with the County's policies, procedures, labor union agreements and applicable laws. Coordinate all personnel functions with the District Supervisor.

SUPERVISION RECEIVED: Work under the general direction of the District Supervisor who assigns and reviews work according to established policies, procedures and standards.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: High school graduate or equivalent plus additional specialized training equal to a degree from a two year technical college. Three years' progressively responsible experience in road construction, maintenance and repair, preferably with experience supervising

crews. Any satisfactory combination of experience and training which provides the required knowledge, skills and abilities may be accepted.

CERTIFICATES, LICENSES, REGISTRATIONS: Must possess or acquire within six (6) months of hire a Class A Commercial Driver's License with tank and hazardous material endorsements and must be insurable under the County's liability insurance coverage.

NECESSARY SPECIAL QUALIFICATIONS: Must pass a pre-employment drug and alcohol screen and any pre-employment physical examination required by the County and comply with the County's Fitness for Duty Policy.

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of road construction, maintenance and repair methods, tools, equipment and materials. Working knowledge of standard equipment used in construction and maintenance, including its operation, upkeep and minor repair. Considerable knowledge of safety rules and practices pertaining to operation of road construction and maintenance equipment.

Familiarity with computers systems and their use.

Ability to effectively lead work crews and to coordinate work effectively with the District Supervisor. Ability to efficiently and effectively operate equipment used in the performance of duties assigned. Ability to operate equipment safely under adverse conditions. Ability to act effectively in emergency situations. Ability to maintain effective working relationships with employees, other agencies, County officials and the general public.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl, at times on uneven ground. The employee is occasionally required to climb or balance. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is frequently exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; and toxic or caustic chemicals. The employee is occasionally exposed to wet and/or humid conditions and risk of electrical shock. The noise level in the work environment is usually loud.